



DEPARTMENT OF THE NAVY
U.S. NAVAL SUPPORT ACTIVITY
BAHRAIN
FPO AE 09834-2800

ORIGINAL

NSABAHRAININST 1601
015
04 JUN 2003

NAVAL SUPPORT ACTIVITY BAHRAIN INSTRUCTION 1601

FROM: Commanding Officer, U.S. Naval Support Activity Bahrain

Subj: FIRE AND SECURITY WATCHBILL FOR BUILDING 263

Ref: (a) NSABAHRAININST 11103.1D
(b) Duty Complex Manager (DCM) Standard Operating procedures

1. Purpose. To provide personnel with a reference document concerning duties of the Fire and Security Watch. Watchstanders will familiarize themselves with references (a) and (b).

2. Scope. This directive applies to resident watchstanders and command staff of building 263 and will be coordinated by the Assistant Combined Bachelor Housing Officer (ACBHO), and or leading Chief Petty Officer (LCPO).

3. Discussion. Due to the increasing incidents of vandalism occurring in building 263 (Patriot Hall), a Fire and Security watchbill will be implemented.

a. U.S. Naval Support Activity (NSA) Bahrain has spent thousands of dollars to repair the damages caused by residents of Bldg 263 of the CBH.

b. Tenant commands, which have military members living in the building have been informed that the damages are excessive and that the liability and cost of repairs would be passed to them in the future. The result of the notification was a noticeable increase in the frequency and severity of incidents of damages.

4. CBH Watches. The watchbill will be reviewed, revised and updated quarterly based on tenant command use of the facilities. Any exceptions to the planned employment of the tenant command staff must have prior approval of the NSA Bahrain, Supply Officer.

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Tenant command commanding officers must designate in writing a representative from his/her command as point of contact for the CBH. This POC will provide the ACBHO with a watchbill approved by his/her commanding officer, detailing the names of the individuals who will stand watch on a daily basis. The watchbill will be submitted monthly no later than the 15th of the month for the following month.

5. General. Personnel assigned to berthing in building 263 will be assigned watch duties.

a. Duty watch personnel will make rounds of the building on a continual basis and report to the CBH Duty Complex Manager as all conditions normal. The CBH Duty Complex Manager will monitor all the watch standers in building 263. The watch is charged with protecting the safety of the residents who reside in the TQ and financial investment of the U.S. Government and its taxpayers, and by enforcing the policies set forth in references (a) and (b).

b. The watch will be manned daily from 1800 to 0700.

c. The watch will be responsible for monitoring all activity for his/her assigned floor of building 263. All signs of inappropriate activity will be reported to the CBH front desk by dialing zero on the closest phone. The CBH DCM will contact Security to detain the suspected party and collect an incident report from all involved parties.

d. The incident report will be forwarded to the NSA Bahrain, Legal Office and the associated command.

e. Action will be taken by that command to satisfy the requirements set forth by the CO, NSA Bahrain.


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